



PURCHASE ORDER

PO Number: 303-1-1077

Requisition Number: 303-1-02460

Order Date: 8/4/2021

Released

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

John H. Winters Building

701 W. 51st Street

Attn: Leslie Bowman

Austin, TX 78751

Show numbers on all papers and packages

Referenced Source or Vendor

13647408940

Legacy Arbor Care, LLC

P.O. Box 998

Cedar Park, TX 78630

Brent Frazier

Phone: 512-971-5564, Fax:

brent@legacyarbor.com

Remove dead trees and prune out dead limbs at the John H. Winters Building.

Price Per Attached Quote #9010 Dated 07/28/2021.

TFC Contact:

Description Leslie Bowman
512-786-6606

Work Inspection:

Services performed under this agreement are not considered complete for purposes of payment until TFC, or its authorized designee, inspects and accepts the work performed by the vendor.

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Tree Removal: Remove 14 dead trees as a result of the 2021 winter storm to soil level. Chip and haul away all debris. (57 man hours at \$50 per man hour. Provide all labor, tools, materials and equipment necessary to remove trees as per attached quote #9010 dated 07/28/2021.	1	Job	\$2,850.00	8/4/2021	11/5/2021	\$2,850.00

NIGP Class: 988
NIGP Item: 88
Object Class: 338
Reimbursement Type: Not Reimbursable
Notes: Oversight - Leslie Bowman, (512)786-6606

In the attachments it is indicated that these trees died as a result of the 2021 winter storm. Please code this requisition to ORG Code 3407 (Emergency Repair Winter Strom 2021).

Tree Prune:
 Prune 6 damaged trees from winter storm to remove large dead limbs back to green living tissue. Chip and haul away all debris. (40 man-hours at \$50/man-hour.)

Provide all labor, tools, materials and equipment necessary to prune trees as per attached quote #9010 dated 07/28/2021.

1	Job	\$2,000.00	8/4/2021	11/5/2021	\$2,000.00
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NIGP Class: 988
NIGP Item: 88
Object Class: 338
Reimbursement Type: Not Reimbursable
Notes: In the attachments it is indicated that these trees died as a result of the 2021 winter storm. Please code this requisition to ORG Code 3407 (Emergency Repair Winter Strom 2021).

Grand Total \$4,850.00

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2021
Division	Facilities Management and Operations
Program	Property Services
Phone	5127866606
Org Code	0430 - Grounds
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
Work Order Number	773641

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;

- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____

Jordan, Michelle - CTCD,

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)